



**VENTURA COUNTY TRANSPORTATION COMMISSION
LOCAL TRANSPORTATION AUTHORITY
AIRPORT LAND USE COMMISSION
SERVICE AUTHORITY FOR FREEWAY EMERGENCIES
CONSOLIDATED TRANSPORTATION SERVICE AGENCY
CONGESTION MANAGEMENT AGENCY**
www.goventura.org

AGENDA*

**Actions may be taken on any item listed on the agenda*

**IN-PERSON
CAMARILLO CITY HALL
COUNCIL CHAMBERS
601 CARMEN DRIVE
CAMARILLO, CA
FRIDAY, DECEMBER 2, 2022
9:00 A.M.**

**This meeting will be conducted pursuant to the teleconference procedure
authorized in Government Code section 54953.**

**Teleconference location:
980 Enchanted Way, Suite 203
Simi Valley, CA 93065**

****The public will have the opportunity to address the legislative body directly at the main
meeting location and at this remote meeting location.***

In compliance with the Americans with Disabilities Act and Government Code Section 54954.2, if special assistance is needed to participate in a Commission meeting, please contact the Clerk of the Commission at (805) 642-1591 ext. 101 or via email at ribarra@goventura.org. Notification of at least 48 hours prior to meeting time will assist staff in assuring those reasonable arrangements can be made to provide accessibility to the meeting.

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL**

4. **PUBLIC COMMENTS** – *Each individual speaker is limited to speaking to three (3) continuous minutes. The Commission may, either at the direction of the Chair or by majority vote of the Commission, waive this three-minute time limitation. Depending on the number of items on the agenda and the number of speakers, the Chair may, at his/her discretion, reduce the time of each speaker to two (2) continuous minutes. In addition, the maximum time for public comment for any individual item or topic is thirty (30) minutes. Also, the Commission may terminate public comments if such comments become repetitious. Speakers may not yield their time to others without the consent of the Chair. Any written documents to be distributed or presented to the Commission shall be submitted to the Clerk of the Board. This policy applies to Public Comments and comments on Agenda Items. Under the Brown Act, the Board should not take action on or discuss matters raised during Public Comment portion of the agenda which are not listed on the agenda. Board members may refer such matters to staff for factual information or to be placed on the subsequent agenda for consideration.*
5. **CALTRANS REPORT** - *This item provides the opportunity for the Caltrans representative to give updates and status reports on current projects.*
6. **COMMISSIONERS/EXECUTIVE DIRECTOR REPORT** - *This item provides the opportunity for the commissioners and the Executive Director to report on attended meetings/conferences and any other items related to Commission activities.*
7. **ADDITIONS/REVISIONS** – *The Commission may add an item to the agenda after making a finding that there is a need to take immediate action on the item and that the item came to the attention of the Commission subsequent to the posting of the agenda. An action adding an item to the agenda requires two-thirds vote of the Commission. If there are less than two-thirds of the Commission members present, adding an item to the agenda requires a unanimous vote. Added items will be placed for discussion at the end of the agenda.*
8. **CONSENT CALENDAR** - *All matters listed under the Consent Calendar are considered to be routine and will be enacted by one vote. There will be no discussion of these items unless members of the Commission request specific items to be removed from the Consent Calendar for separate action.*
 - 8A. **APPROVE MINUTES OF NOVEMBER 4, 2022, MEETING- PG.5**
Recommended Action:
 - Approve the summary minutes of NOVEMBER 4, 2022.**Responsible Staff: Roxanna Ibarra**
 - 8B. **MONTHLY BUDGET REPORT- PG.9**
Recommended Action:
 - Receive and file the monthly budget report for October.**Responsible Staff: Sally DeGeorge**
 - 8C. **ANNUAL COMPREHENSIVE FINANCIAL REPORT AND SINGLE AUDIT- PG.17**
Recommendation:
 - Approve the audited Annual Comprehensive Financial Report (ACFR) and Single Audit for Fiscal Year 2021/2022.**Responsible Staff: Sally DeGeorge**
 - 8D. **APPROVAL OF REQUEST FOR PROPOSAL FOR THE COMMUTER ASSISTANCE PROGRAM PG.19**
Recommended Action:
 - Authorize the Executive Director to release the Request for Proposals (RFP) for the Commuter Assistance Program (CAP).**Responsible Staff: Claire Grasty**

8E. FISCAL YEAR 2023-24 TRANSPORTATION DEVELOPMENT ACT (TDA) TRANSIT NEEDS (UTN) DEFINITIONS AND SCHEDULE PG.21

Recommended Action:

- Review and approve the Fiscal Year 2023-2024 Unmet Transit Needs definitions and schedule.

Responsible Staff: Claire Grasty and Dolores Lopez

8F. METROLINK BUDGET AMENDMENT-STATE OF GOOD REPAIR FUNDS- PG.27

Recommended Action:

- Approve a budget amendment for the Metrolink Program Budget by increasing the State of Good Repair funds by \$11,164 for the Capital Rehabilitation Program.
- Approve a budget amendment for the Metrolink Program Budget to increase the expenditures and increasing the Capital Rehabilitation line item by \$11,164.
- Approve a budget amendment to the State of Good Repair budget to increase the transfer-out funds by the amount of \$11,164 into the General Fund.

Responsible Staff: Claire Grasty

8G. MOTION TO RE-AUTHORIZE REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODIES OF THE VENTURA COUNTY TRANSPORTATION COMMISSION, INCLUDING ALL ASSOCIATED AGENCIES, AUTHORITIES, AND COMMITTEES, DUE TO THE IMMINENT RISKS TO THE HEALTH AND SAFETY OF ATTENDEES AND MAKING RELATED FINDINGS PURSUANT TO AB 361- PG.29

Recommended Action:

- It is recommended that the Ventura County Transportation Commission ("Commission"), on behalf of itself and in the role as the Local Transportation Authority, ALUC, Service Authority for Freeway Emergencies, Consolidated Transportation Service Agency and CMA, make a motion, pursuant to the authority set forth in AB 361 (Government Code Section 54953[e][1], to reauthorize remote teleconference meetings of all legislative bodies of the Commission, including all associated agencies, authorities and committees, due to imminent risk to the health and safety of attendees if the meetings are held in person.

Responsible Staff: Steve Mattas

8H. PUBLIC TRANSIT AGENCY SAFETY PLAN- PG.31-

Recommended Action:

- Approve the updated VCTC Public Transit Agency Safety Plan (PTASP.) The updated PTASP is included under a separate cover as an attachment.

Responsible Staff: Claire Grasty and Matt Miller

DISCUSSION CALENDAR:

9. APPROVE PRIORITY RANKING FOR COMBINED CALL-FOR-PROJECTS FOR CONGESTION MITIGATION AND AIR QUALITY (CMAQ), TRANSPORTATION DEVELOPMENT ACT (TDA) ARTICLE 3, SB 1 STATE OF GOOD REPAIR (SGR), AND CARBON REDUCTION PROGRAM (CRP) FUNDS-PUBLIC HEARING -PG.33

Recommended Action:

- Open public hearing and receive testimony.
- Program \$20,038,729 Congestion Mitigation and Air Quality (CMAQ) funds, \$2,627,950 State of Good Repair (SGR) funds, and \$694,150 Carbon Reduction Program (CRP) funds for a total of \$23,360,829 to the transit projects prioritized in Attachment A.
- Reprogram \$1,075,544 in Section 5339 funds from VCTC Intercity leases and technology equipment to VCTC's Valley Express Replacement Buses project included in the prioritized transit project list in Attachment A.

- *Program \$18,649,638 Congestion Mitigation and Air Quality (CMAQ) funds, \$1,839,348 FY 22/23 TDA Article 3, \$500,000 FY 23/24 TDA Article 3 funds, and \$5,768,383 Carbon Reduction Program (CRP) funds for a total of \$26,757,369 to the non-transit projects as shown in Attachment B.*
- *Approve \$1,469,949 for "Shelf List" funding as specified in Attachment B.*

Responsible Staff: Heather Miller

10. CITY OF CAMARILLO LIGHTING ORDINANCE CONSISTENCY REVIEW AND DETERMINATION- PG.37

Recommended Action:

- *The Ventura County Airport Land Use Commission (ALUC) hold a public hearing regarding consistency of the proposed City of Camarillo Lighting Regulation Ordinance with the Ventura County Airport Comprehensive Land Use Plan (ACLUP).*
- *The Ventura County ALUC make a determination that the proposed City of Camarillo Lighting Regulation Ordinance is consistent with the Ventura County ACLUP.*

Responsible Staff: Amanda Fagan

11. VENTURA COUNTY COMPREHENSIVE TRANSPORTATION PLAN- DRAFT UPDATE- PG.41

Recommended Action:

- *Receive and file a presentation and update on the Draft Ventura County Comprehensive Transportation Plan (CTP).*

Responsible Staff: Caitlin Brooks and Amanda Fagan

12. VCTC GENERAL COUNSEL'S REPORT:

13. AGENCY REPORTS:

Southern California Association of Governments (SCAG)

Primary: Commissioner Mike Judge

Southern California Regional Rail Authority (Metrolink-SCRRA)

Primary: Chair Tony Trembley

Alternate: Daniel Chavez

Los Angeles-San Diego-San Luis Obispo Rail Corridor Agency (LOSSAN) aka Amtrak Pacific Surfliner

Primary: Vice-Chair Bryan MacDonald

Alternate: Commissioner Jim White

Coastal Rail Coordinating Council

Primary: Vice-Chair Bryan MacDonald

Alternate: Commissioner Richard Rollins

California Association of Councils of Governments

Primary:

California Vanpool Authority (CalVans)

Primary: Commissioner Jim White

Alternate: Commissioner Lynn Edmonds

14. ADJOURN to 9:00 a.m. Friday, January 6, 2023.



Item #8A

December 2, 2022

**MEETING MINUTES OF NOVEMBER 4, 2022, VCTC COMMISSION MEETING
AT 9:00 A.M.**

CALL TO ORDER:

Chair Trembley called the regular meeting of the Ventura County Transportation Commission to order at 9:00 a.m. at the City of Camarillo, City Hall Chambers, 601 Carmen Drive, CA 93010. And via teleconference location 980 Enchanted Way, Suite 203, Simi Valley, CA 93065.

PLEDGE OF ALLEGIANCE was led by Commissioner Edmonds.

ROLL CALL/MEMBERS PRESENT:

Tony Trembley, City of Camarillo
Bryan MacDonald, City of Oxnard
Claudia Bill-de la Peña, City of Thousand Oaks
Daniel Chavez, Citizen Rep., Cities
Lynn Edmonds, City of Fillmore
Chris Enegren, City of Moorpark
Mike Johnson, City of Ventura
Mike Judge, City of Simi Valley
Robert Huber, County of Ventura, **(Via Teleconference)**
Matt LaVere, County of Ventura
Kelly Long, County of Ventura
Vianey Lopez, County of Ventura
Linda Parks, County of Ventura
Richard Rollins, City of Port Hueneme
William Weirick, City of Ojai
Jim White, Citizen Rep., County
Gloria Roberts, Acting Caltrans District 7 Director

ABSENT:

Andy Sobel, City of Santa Paula

4. PUBLIC COMMENTS – There was a public comment from constituent Carole Shelton.

5. CALTRANS REPORT – Acting Caltrans District Director 7, Gloria Roberts, gave the November monthly project report updates to the commission.

6. COMMISSIONERS/EXECUTIVE DIRECTOR REPORT –

Commissioner White stated he attended the Clean Air Summit at Gold Coast Transit District and it was very interesting.

Executive Director Martin Erickson reported the following items:

- A short PowerPoint video of the Boys & Girls Clubs of Ventura County art contest winners and their artwork decals being installed on five of VCTC's Intercity buses was shared with the commission. The art contest winners' art will be displayed on the buses throughout the county for a few months.
- VCTC along with Ventura County transit operators are excited to partner this year once again for "Veteran's Day-Vets Ride Free Day".
- Chair Trembley and Mr. Erickson attended the APTA annual conference in Seattle October 9-12.
- The Youth-Ride Free program is exceeding ridership expectations.
- The Sunburst Train and Sierra Northern Railway, along with community partners, will host the Spirit of the Holidays Toy Drive on Saturday, November 26th.
- VCTC will be joining the Fire Departments of Ventura County and ABC7 for the Spark of Love Toy Drive in which VCTC will provide a bus for a stuff-a-bus event in Camarillo on December 2, 2022.
- VCTC staff has been working with Ventura County regarding broadband infrastructure along with the Santa Paula Branch Line right of way as part of a countywide plans to improve "middle mile" broadband.

7. ADDITIONS/REVISIONS –None.

8. CONSENT CALENDAR –

Commissioner LaVere moved to approve consent calendar items 8A through 8I. The motion was seconded by **Commissioner Edmonds** and passed unanimously. **Commissioner Chavez** abstained from item 8A. Approval of Minutes of October 7, 2022, as he was not present.

8A. APPROVE MINUTES OF THE OCTOBER 7, 2022, MEETING

Recommendation:

- Approve the summary minutes of October 7, 2022.

8B. MONTHLY BUDGET REPORT

Recommendation:

- Receive and file the monthly budget report for September 2022.

8C. SENATE BILL (SB) 1 SOLUTIONS FOR CONGESTED CORRIDORS PROGRAM GRANT JOINT APPLICATION WITH CALTRANS

Recommendation:

- Support Caltrans grant application for \$89,897,000 in SB 1 funds through the Solutions for Congested Corridor Program (SCCP), to be used for projects identified in the US 101 Communities Connected Plan, including improvements to the Metrolink and LOSSAN rail line and stations, and related station access improvements.

8D. BUDGET AMENDMENT TO THE REGIONAL TRANSIT PLANNING PROGRAM

Recommendation:

- Approve a budget amendment for the Regional Transit Planning Program Budget by increasing the LCTOP funds by \$530,800 for the Youth Ride Free Program.
- Approve a budget amendment for the Regional Transit Planning Program Budget to increase the expenditures by \$560,800 adding a new line item, Youth Ride Free, in the amount of \$530,800 and increasing the Consultant line item by \$30,000 for the Transit Integration and Efficiency Study. The additional revenues for the TIES study were approved at the July Commission meeting.
- Approve a budget amendment to the State of Good Repair budget to increase the transfer-out funds by the amount of \$11,164 into the General Fund.

8E. VCTC MEETING CALENDAR 2023

Recommendation:

- Adopt the following schedule of regular monthly VCTC meeting dates for Calendar Year 2023

8F. VETERANS RIDE FREE

Recommendation:

- Receive and file.

8G. MOTION TO RE-AUTHORIZE REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODIES OF THE VENTURA COUNTY TRANSPORTATION COMMISSION, INCLUDING ALL ASSOCIATED AGENCIES, AUTHORITIES, AND COMMITTEES, DUE TO THE IMMINENT RISKS TO THE HEALTH AND SAFETY OF ATTENDEES AND MAKING RELATED FINDINGS PURSUANT TO AB 361

Recommendation:

- It is recommended that the Ventura County Transportation Commission ("Commission"), on behalf of itself and in the role as the Local Transportation Authority, ALUC, Service Authority for Freeway Emergencies, Consolidated Transportation Service Agency and CMA, make a motion, pursuant to the authority set forth in AB 361 (Government Code Section 54953[e][1], to reauthorize remote teleconference meetings of all legislative bodies of the Commission, including all associated agencies, authorities and committees, due to imminent risk to the health and safety of attendees if the meetings are held in person.

8H. REQUEST FOR PROPOSALS: DESIGN AND PROJECT MANAGEMENT SERVICES FOR THE CAMARILLO METROLINK STATION

Recommendation:

- Authorize Executive Director to finalize and issue Request for Proposals for the design for ADA improvements for the Camarillo train station.

8I. APPROVAL OF REQUEST FOR PROPOSALS FOR STATE REQUIRED TRANSPORTATION DEVELOPMENT ACT (TDA) TRIENNIAL PERFORMANCE AUDITS FOR VENTURA COUNTY TDA CLAIMANTS

Recommendation:

- Approve the Request for Proposals for State Required Transportation Development Act (TDA) triennial performance audits for distribution to appropriate consulting firms.

DISCUSSION CALENDAR:

9. REQUEST FOR PROPOSAL FOR FREEWAY SERVICE PATROL BEAT 4 (101-3)

Recommendation:

Approve Release of Request for Proposals for Freeway Service Patrol Tow Contractor for Beat 4 (101-3), covering US-101 from Rice Avenue to California Street.

Andrew Kent gave a PowerPoint presentation to the commission regarding the request for proposals for Freeway Service Patrol Beat 4 (101-3)

Vice-Chair MacDonald moved to approve item 9-Request for Proposal for Freeway Service Patrol Tow Contractor for Beat 4 (101-3). The motion was seconded by **Commissioner Chavez** and passed unanimously.

10. OXNARD HARBOR DISTRICT UPDATE

Recommendation:

Receive a presentation and update from the Oxnard Harbor District.

Ms. Kristin Decas, CEO and Port Director gave a PowerPoint presentation and update of the Port of Hueneme. The presentation update was received by the commission.

11. VCTC GENERAL COUNSEL'S REPORT: None.

12. AGENCY REPORTS:

Southern California Association of Governments (SCAG Regional Council)

Primary: Commissioner Mike Judge

SCAG Regional Council met. Commissioner Judge reported the REAP Program was approved by SCAG along with the approval of County guidelines. He stated SCAG also approved the PATH program to get people into housing. He stated that during the meeting they had an interesting presentation on how the state uses your gas tax money. Chair Trembley requested the presentation be shared with the commission in the near future.

Southern California Regional Rail Authority (Metrolink-SCRRA)

Primary: Vice-Chair Tony Trembley

Alternate: Daniel Chavez

Chair Trembley stated he attended the APTA Annual Conference in which the focus was on transit workers and mental health and wellbeing and rebuilding ridership.

Los Angeles-San Luis Obispo (LOSSAN) Rail Corridor Agency (Amtrak Pacific Surfliner)

Primary: Commissioner Bryan MacDonald

Alternate: Commissioner Jim White

Vice-Chair MacDonald reported LOSSAN is transitioning to in-person meetings. Vice-Chair MacDonald stated LOSSAN continues to work on updating their locomotive cars. He stated Amtrak has also been experiencing an uptick on assaults but continue to look into training and protecting crew initiates. They continue to work on ways to get back to full ridership.

Coastal Rail Coordinating Council

Primary: Commissioner Bryan MacDonald

Alternate: Commissioner Richard Rollins

None.

California Association of Councils of Governments

Primary: Commissioner Carmen Ramirez

None.

California Vanpool Authority (CalVans)

Primary: Commissioner Jim White

Alternate: Commissioner Lynn Edmonds

Commissioner White reported CalVans next meeting is November 10th.

13. ADJOURNED to the next Ventura County Transportation Commission meeting which will be Friday, December 2, 2022, at 9:00 a.m.



Item #8B

December 2, 2022

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: SALLY DEGEORGE, FINANCE DIRECTOR

SUBJECT: MONTHLY BUDGET REPORT

RECOMMENDATION:

- Receive and file the monthly budget report for October 2022.

DISCUSSION:

The monthly budget report is presented in a comprehensive, agency-wide format on a modified accrual basis. The reports include a combined Balance Sheet, a Statement of Revenues, Expenditures and Changes in Fund Balance detailed by fund and an Investment Report by institution. There are eight funds presented consisting of the General Fund, the Local Transportation Fund (LTF), the State Transit Assistance (STA) fund, the State of Good Repair (SGR) fund, the Service Authority for Freeway Emergencies (SAFE) fund, the Santa Paula Branch Line (SPBL) fund, the VCTC Intercity fund and the Valley Express fund. The Statement of Revenues, Expenditures and Changes in Fund Balance also includes the annual budgeted numbers that are updated as the Commission approves budget amendments or administrative budget amendments are approved by the Executive Director. Staff monitors the revenues and expenditures of the Commission on an on-going basis.

The October 31, 2022, budget report indicates that the revenues were approximately 20.09% of the adopted budget while expenditures were approximately 12.45% of the adopted budget. The revenues and expenditures are as expected at this time. Although the percentage of the budget year completed is shown, be advised that neither the revenues nor the expenditures occur on an even percentage or monthly basis. Furthermore, revenues are often billed and reimbursed in arrears.

Some revenues are received at the beginning of the year while other revenues are received after grants are approved. In many instances, the Ventura County Transportation Commission (VCTC) incurs expenditures and then submits for reimbursement from federal, state, and local agencies which may also cause a slight lag in reporting revenues. Furthermore, the STA, SGR, LTF and SAFE revenues are received in arrears. The State Board of Equalization collects the taxes and remits them to the Commission after the reporting period for the business. STA and SGR revenues are paid quarterly with a two to three-month additional lag and LTF receipts are paid monthly with a two-month lag. For example, the July through September STA and SGR receipts are often not received until October or November and the July LTF receipts are not received until September. The Department of Motor Vehicle collects the SAFE funds and remits them monthly with a two-month lag.

The Commission's capital assets are presented on the Balance Sheet. Capital assets that are "undepreciated" consist of land and rail lines owned by the Commission. Capital assets that are depreciated consist of buildings, rail stations, transit equipment, highway callbox equipment and office furniture and equipment. Capital assets and depreciation are adjusted annually at the end of the fiscal year.

The Commission's deferred outflows, deferred inflows and pension liability are presented on the Balance Sheet. These accounts represent the accrual information for pension accruals with the implementation of the Government Accounting Standards Board (GASB) Statement 68 (pensions) and Statement 75 (other postemployment benefits). This information is based on actuarial information that is provided once a year. The deferred outflows, deferred inflows and pension liability are adjusted annually at the end of the fiscal year.

The Commission's accrued lease liability and associated interest presented on the Balance Sheet. These accounts represent the accrual information for leases that qualify with the implementation of the Government Accounting Standards Board (GASB) Statement 87. This information is based on an amortization schedule and is adjusted annually at the end of the fiscal year. Currently the only lease that qualifies is the office lease.

The Commission's liability for employee vacation accrual is presented on the Balance Sheet. The vacation accrual is adjusted annually at the end of the fiscal year.

**VENTURA COUNTY TRANSPORTATION COMMISSION
BALANCE SHEET
AS OF OCTOBER 31, 2022**

Assets and Deferred Outflows

Cash and Investments	\$ 64,759,683
Receivables/Due from other funds	5,874,796
Prepays and Deposits	296,522
Capital Assets, undepreciated	25,885,133
Capital Assets, depreciated, net	30,352,253
Deferred Outflows	1,439,047
Net Pension asset	224,441
Net OPEB asset	121,324
Total Assets and Deferred Outflows	<u>\$ 128,953,199</u>

LIABILITIES, DEFERRED INFLOWS AND FUND BALANCE

Liabilities and Deferred Inflows:

Accrued Expenses and Due to Other	\$ 1,777,200
Deferred Revenue	5,047,226
Deposits	67,059
Accrued Vacation	180,339
Accrued Lease liability and interest	646,310
Deferred Inflows	958,345
Total Liabilities and Deferred Inflows:	<u>\$ 8,676,479</u>

Net Position:

Invested in Capital Assets	\$ 56,237,387
Fund Balance	64,039,333
Total Net Position	<u>\$ 120,276,720</u>

For Management Reporting Purposes Only

**VENTURA COUNTY TRANSPORTATION COMMISSION
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
FOR THE FOUR MONTHS ENDED OCTOBER 31, 2022**

	General Fund Actual	LTF Actual	STA Actual	SAFE Actual	SGR Actual	SPBL Actual	VCTC Intercity Actual	Valley Express Actual	Fund Totals	Budgeted Actual	Variance Actual	% Year
Revenues												
Federal Revenues	\$ 2,041,042	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	957,813	\$ 341,241	\$ 3,340,096	\$ 22,096,448	(18,756,352)	15.12
State Revenues	213,161	7,498,246	2,709,064	424,780	484,160	0	0	0	11,329,411	57,937,300	(46,607,889)	19.55
Local Revenues	57,233	0	0	0	0	279,870	726,862	845,141	1,909,106	3,319,858	(1,410,752)	57.51
Other Revenues	1,086	0	0	0	0	0	0	0	1,086	0	1,086	0.00
Interest	15,688	62,298	67,655	13,752	23,485	184	10	1,076	184,148	90,000	94,148	204.61
Total Revenues	2,328,210	7,560,544	2,776,719	438,532	507,645	280,054	1,684,685	1,187,458	16,763,847	83,443,606	(66,679,759)	20.09
Expenditures												
Administration												
Personnel Expenditures	895,852	0	0	0	0	0	32,076	19,176	947,104	3,899,100	(2,951,996)	24.29
Legal Services	4,152	0	0	0	0	0	0	0	4,152	42,000	(37,848)	9.89
Professional Services	31,871	0	0	0	0	0	0	0	31,871	157,500	(125,629)	20.24
Office Leases	67,364	0	0	0	0	0	0	0	67,364	206,000	(138,636)	32.70
Office Expenditures	520,472	0	0	0	0	0	21,347	12,762	554,581	702,500	(147,919)	78.94
Total Administration	1,519,711	0	0	0	0	0	53,423	31,938	1,605,072	5,007,100	(3,402,028)	32.06
Programs and Projects												
Transit and Transportation Program												
Regional Transit Technology	99,545	0	0	0	0	0	0	0	99,545	580,800	(481,255)	17.14
SD-Accessible Mobility Service	106,771	0	0	0	0	0	0	0	106,771	446,600	(339,829)	23.91
VCTC Intercity Bus Services	0	0	0	0	0	0	1,632,303	0	1,632,303	12,582,200	(10,949,897)	12.97
Valley Express Bus Services	0	0	0	0	0	0	0	610,714	610,714	2,194,400	(1,583,686)	27.83
Transit Grant Administration	1,299,469	0	0	0	0	0	0	0	1,299,469	8,603,109	(7,303,640)	15.10
Total Transit and Transportation	1,505,785	0	0	0	0	0	1,632,303	610,714	3,748,802	24,407,109	(20,658,307)	15.36
Highway Program												
Motorist Aid Services	0	0	0	428,658	0	0	0	0	428,658	2,099,500	(1,670,842)	20.42
Highway Program Management	53,691	0	0	0	0	0	0	0	53,691	5,411,255	(5,357,564)	0.99
Total Highway	53,691	0	0	428,658	0	0	0	0	482,349	7,510,755	(7,028,406)	6.42

For Management Reporting Purposes Only

**VENTURA COUNTY TRANSPORTATION COMMISSION
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
FOR THE FOUR MONTHS ENDED OCTOBER 31, 2022**

	General Fund Actual	LTF Actual	STA Actual	SAFE Actual	SGR Actual	SPBL Actual	VCTC Intercity Actual	Valley Express Actual	Fund Totals	Budgeted Actual	Variance Actual	% Year
Rail Program												
Metrolink and Commuter Rail	367,324	0	0	0	0	0	0	0	367,324	21,196,214	(20,828,890)	1.73
LOSSAN and Coastal Rail	2,500	0	0	0	0	0	0	0	2,500	8,800	(6,300)	28.41
Santa Paula Branch Line	0	0	0	0	0	7,428	0	0	7,428	501,500	(494,072)	1.48
Total Rail	369,824	0	0	0	0	7,428	0	0	377,252	21,706,514	(21,329,262)	1.74
Commuter Assistance Program												
Reg Transit Information Center	19,446	0	0	0	0	0	0	0	19,446	52,300	(32,854)	37.18
Rideshare Programs	48,713	0	0	0	0	0	0	0	48,713	292,900	(244,187)	16.63
Total Commuter Assistance	68,159	0	0	0	0	0	0	0	68,159	345,200	(277,041)	19.74
Planning and Programming												
TDA Administration	0	5,643,216	19,133	0	0	0	0	0	5,662,349	43,223,428	(37,561,079)	13.10
Transportation Programming	1,667	0	0	0	0	0	0	0	1,667	23,400	(21,733)	7.12
Regional Transportation Planning	107,327	0	0	0	0	0	0	0	107,327	1,055,316	(947,989)	10.17
Airport Land Use Commission	0	0	0	0	0	0	0	0	0	18,000	(18,000)	0.00
Regional Transit Planning	85,707	0	0	0	0	0	0	0	85,707	1,693,500	(1,607,793)	5.06
Total Planning and Programming	194,701	5,643,216	19,133	0	0	0	0	0	5,857,050	46,013,644	(40,156,594)	12.73
General Government												
Community Outreach	72,073	0	0	0	0	0	0	0	72,073	215,000	(142,927)	33.52
State and Federal Relations	18,843	0	0	0	0	0	0	0	18,843	112,900	(94,057)	16.69
Management and Administration	1,030,827	0	0	0	0	0	0	0	1,030,827	1,186,000	(155,173)	86.92
Total General Government	1,121,743	0	0	0	0	0	0	0	1,121,743	1,513,900	(392,157)	74.10
Total Expenditures	4,833,614	5,643,216	19,133	428,658	0	7,428	1,685,726	642,652	13,260,427	106,504,222	(93,243,795)	12.45

For Management Reporting Purposes Only

VENTURA COUNTY TRANSPORTATION COMMISSION
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
FOR THE FOUR MONTHS ENDED OCTOBER 31, 2022

	General	LTF	STA	SAFE	SGR	SPBL	VCTC	Valley	Fund	Budgeted	Variance	
	Fund Actual	Actual	Actual	Actual	Actual	Actual Intercity	Actual Express	Actual	Totals	Actual	Actual	% Year
Revenues over (under) expenditures	(2,505,404)	1,917,328	2,757,586	9,874	507,645	272,626	(1,041)	544,806	3,503,420	(23,060,616)	26,564,036	(15.19)
Other Financing Sources												
Transfers Into GF From LTF	5,934,610	0	0	0	0	0	0	0	5,934,610	10,826,840	(4,892,230)	54.81
Transfers Into GF From STA	45,175	0	0	0	0	0	0	0	45,175	4,957,009	(4,911,834)	0.91
Transfers In GF From SGR	242,867	0	0	0	0	0	0	0	242,867	7,775,033	(7,532,166)	3.12
Transfers Into GF From SAFE	15,693	0	0	0	0	0	0	0	15,693	53,400	(37,707)	29.39
Transfers Into GF From SPBL	22,210	0	0	0	0	0	0	0	22,210	86,800	(64,590)	25.59
Transfers Into SPBL From LTF	0	0	0	0	0	22,210	0	0	22,210	86,800	(64,590)	25.59
Transfers Into SPBL From STA	0	0	0	0	0	7,290	0	0	7,290	116,500	(109,210)	6.26
Transfers Into VI From STA	0	0	0	0	0	0	2,500,000	0	2,500,000	5,330,794	(2,830,794)	46.90
Transfers Out of LTF Into GF	0	(5,934,610)	0	0	0	0	0	0	(5,934,610)	(10,913,640)	4,979,030	54.38
Transfers Out of LTF Into SPBL	0	(22,210)	0	0	0	0	0	0	(22,210)	(86,800)	64,590	25.59
Transfers Out of STA Into GF	0	0	(45,175)	0	0	0	0	0	(45,175)	(4,957,009)	4,911,834	0.91
Transfers Out of STA Into SPBL	0	0	(7,290)	0	0	0	0	0	(7,290)	(116,500)	109,210	6.26
Transfers Out of STA Into VI	0	0	(2,500,000)	0	0	0	0	0	(2,500,000)	(5,330,794)	2,830,794	46.90
Transfers Out of SAFE Into GF	0	0	0	(15,693)	0	0	0	0	(15,693)	(53,400)	37,707	29.39
Transfers Out of SPBL Into GF	0	0	0	0	0	(22,210)	0	0	(22,210)	0	(22,210)	0.00
Transfers Out of SGR Into GF	0	0	0	0	(242,867)	0	0	0	(242,867)	(7,775,033)	7,532,166	3.12
Total Other Financing Sources	6,260,555	(5,956,820)	(2,552,465)	(15,693)	(242,867)	7,290	2,500,000	0	0	0	0	0.00
Net Change in Fund Balances	3,755,151	(4,039,492)	205,121	(5,819)	264,778	279,916	2,498,959	544,806	3,503,420	(23,060,616)	26,564,036	(15.19)
Beginning Fund Balance w/o capital assets	2,905,670	25,839,173	21,378,455	4,030,185	6,359,701	25,367	(2,456)	0	60,536,095	33,572,663	26,963,432	180.31
Long-term Pension/OPEB/Vacation/Lease Adjustment*	(25,892)	0	0	0	0	0	25,710	0	(182)	0	(182)	0.00
Ending Fund Balance	\$ 6,634,929	\$ 21,799,681	\$ 21,583,576	\$ 4,024,366	\$ 6,624,479	\$ 305,283	\$ 2,522,213	\$ 544,806	\$ 64,039,333	\$ 10,512,047	\$ 53,527,286	609.20

*Government Accounting Standards Board (GASB) Statements 68, GASB 75 and GASB 87 require full accrual of pension, OPEB and Lease liabilities, deferred inflows, and deferred outflows on financial statements. These calculations are updated annually.

For Management Reporting Purposes Only

**VENTURA COUNTY TRANSPORTATION COMMISSION
INVESTMENT REPORT
AS OF OCTOBER 31, 2022**

As stated in the Commission's investment policy, the Commission's investment objectives are safety, liquidity, return on investment, prudence, diversification, and public trust with the foremost objective being safety. VCTC has the ability to meet its expenditure requirements, at a minimum, for the next six months. Below is a summary of the Commission's investments that comply with the Commission's investment policy and bond documents, as applicable.

Institution	Investment Type	Maturity Date	Interest to Date	Rate	Balance
Wells Fargo	Government Checking	N/A	EAC only	EAC only	\$ 5,841,557.13
LAIF	State Pool	N/A	\$ 19,037.02	1.35%	10,140,419.63
County of Ventura	Treasury Pool	N/A	165,110.50	1.47%	49,571,294.93
VCCF Bike Fund	Investment	N/A	Annually	annually	15,933.66
Total			\$184,147.52		\$65,569,205.35

Because VCTC receives a large portion of their state and federal funding on a reimbursement basis, the Commission must keep sufficient funds liquid to meet changing cash flow requirements. For this reason, VCTC maintains checking accounts at Wells Fargo Bank.

The Commission's pooled checking account is not earning interest, instead earns "earnings credits" applied against fees because of the low interest rate environment. Cash balances will vary depending on reimbursements and disbursements. The first \$250,000 of the combined balance is federally insured and the remaining balance is collateralized by Wells Fargo bank.

The Commission's LTF, STA, SGR and a portion of the SAFE funds received from the State are invested in the Ventura County investment pool. Interest is apportioned quarterly, in arrears, based on the average daily balance. The investment earnings are generally deposited into the accounts in two payments within the next quarter. Amounts shown above are not adjusted for fair market value.

The Commission's funds not needed for immediate use are invested in the California Local Agency Investment Fund (LAIF). Interest is apportioned quarterly, in arrears, based on the average daily balance. The investment earnings are generally deposited into the account the month following the quarter end. A small portion of interest earned in the LAIF account is for unearned revenues and the interest is not recognized until the corresponding expenses are recognized.

Amounts shown above are not adjusted for fair value. Wells Fargo Bank, County of Ventura and LAIF statements are the source for provided information.

VCTC receives an annual disbursement from a permanent fund from the Ventura County Community Foundation (VCCF). The funds are invested in a money market account at VCCF and can only be used for bike purposes. Information is posted once a year at yearend.



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Item #8C

December 2, 2022

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: SALLY DEGEORGE, FINANCE DIRECTOR

SUBJECT: ANNUAL COMPREHENSIVE FINANCIAL REPORT AND SINGLE AUDIT

RECOMMENDATION:

- Approve the audited Annual Comprehensive Financial Report (ACFR) and Single Audit for Fiscal Year 2021/2022.

BACKGROUND:

State law requires that the Ventura County Transportation Commission (Commission) publish within six months of the close of each fiscal year a complete set of audited financial statements presented in conformity with generally accepted accounting principles (GAAP) and audited in accordance with generally accepted auditing standards by independent certified public accountants. Pursuant to that requirement, staff hereby issues the Annual Comprehensive Financial Report (ACFR) of the Ventura County Transportation commission for fiscal year ended June 30, 2022.

Furthermore, since VCTC receives federal funds, a Single Audit of federal funds is required. Single Audits cover the entire organization's financial operations and are substantially more detailed than a regular independent audit. A Single Audit requires higher levels of testing by the independent auditor to establish that: The financial statements are presented fairly and accurately, and in accordance with federal cost principles; The organization has an adequate internal control structure, and that; The organization is in compliance with any special government regulations/laws that apply to the specific federal funding stream.

DISCUSSION:

The Commission's auditors, Eide Bailly, LLP, have completed the Fiscal Year 2021/2022 audit and associated reports. Eide Bailly, LLP has issued reports stating that in their opinion, the Ventura County Transportation commission's financial statements are presented fairly in all material respects, the financial position of the governmental activities, the business-type activities and each major fund, and the aggregate remaining fund information of the Commission as of June 30, 2022, and the respective changes in the financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America. The independent auditor reports begin on page 3 of the ACFR.

The Commission maintains six governmental funds and two business-type funds and is presented separately. The governmental funds are comprised of the General Fund, Local Transportation Fund (LTF), State Transit Assistance (STA) Fund, the Service Authority for Freeway Emergencies (SAFE) Fund, State of Good Repair (SGR) Fund and the Santa Paula Branch Line (SPBL) Fund. The two business-type funds are comprised of the VCTC Intercity and Valley Express funds.

The Commission adopted annual budgets for all funds. Budgetary comparison schedules to demonstrate compliance with these budgets are provided on page 87-89 and 101-106 of the ACFR as required supplementary information.

The Letter of Transmittal at the beginning of the ACFR is an introduction to the financial statements. The Management's Discussion and Analysis Report (MD&A) begins on page 7 and provides a narrative overview and analysis of the Commission's financial activities for the fiscal year. The statistical section can be found at the end of the ACFR beginning on page 109.

At June 30, 2022, the Commission's General Fund balance was \$2,905,671, of which \$208,584 as nonspendable for prepaids and deposits and \$2,369,294 was restricted for rail and transit. The remaining \$327,793 was unassigned with \$180,339 set aside for compensated absences and \$147,454 available for Commission projects and/or operations in future years.

The remaining balances for the other governmental funds were: \$25,839,173 for the LTF Fund; \$21,378,455 for the STA Fund; \$4,030,184 for the SAFE Fund, \$6,359,701 for the SGR Fund and \$25,367 for the SPBL fund with the total governmental fund balance for Fiscal Year 2021/2022 being \$60,538,551 which was approximately \$13.9 million higher than the previous year largely due to increased LTF and STA revenues and lower expenditures of STA and SGR funds. The net position for the business-type activities was \$9,423,858 for VCTC Intercity (largely capital assets) and \$0 for Valley Express. The decrease to the VCTC Intercity fund was due to depreciation.

In Fiscal Year 2021/2022, the Single Audit included \$15,553,570 in federal funds through multiple grants. The federal funds in Fiscal Year 2021/2022 were \$6.6 million lower in part due to less CARES funding in the current fiscal year as funds were used in the prior fiscal year as well as normal fluctuation of federal funding depending on associated costs. The federal funds included \$2.3 million in Coronavirus Aid, Relief, and Economic Security Act (CARES) funding. The federal funds were utilized not only for VCTC projects but are also passed through projects of local agencies as sub-recipients. VCTC has both financial and compliance requirements for itself and its sub-recipients. The auditor's opinion was that "the Commission complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on its major federal program for the year ended June 30, 2022". However, the results of the auditing procedures disclosed an instance of noncompliance with Internal Controls. During the audit process, VCTC staff identified expenditures charged to the grant that was erroneously included in the Schedule of Expenditures Federal Awards (SEFA), notified the executive director and auditors and corrected the error. The details of the noncompliance and staff's response can be found on pages 11-13 of the single audit report.

Attached as separate attachments to the agenda item are the audited Annual Comprehensive Financial Statement (ACFR) that includes the independent auditor report, the Auditor's Communication with Those Charged with Governance report (AU-C 260), and the Single Audit which includes the Report on Internal Control over Financial Reporting and on Compliance and Other Matters (GAGAS). These reports are available upon request or on the Commission's website, www.goventura.org, as agenda attachments.

An auditor from Eide Bailly, LLP will be available to answer any questions the Commission may have.



Item #8D

December 2, 2022

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

**FROM: CLAIRE GRASTY, DIRECTOR OF PUBLIC TRANSIT
DOLORES LOPEZ, TRANSIT PLANNER**

SUBJECT: APPROVAL OF REQUEST FOR PROPOSALS FOR THE COMMUTER ASSISTANCE PROGRAM

RECOMMENDATION:

- Authorize the Executive Director to release the Request for Proposals (RFP) for the Commuter Assistance Program (CAP)

BACKGROUND:

VCTC would like to issue a Request for Proposals RFP for the Commuter Assistance Program (CAP). This work supports the Rideshare budget with the intention of reducing single occupancy vehicle (SOV) usage. Since July 2019, Innovative TDM Solutions (ITS) has performed this work on behalf of VCTC. Their contract ends at the end of April 2023.

The scope of the RFP will include support for the following areas:

1. Employer Support (Rule 211)
2. GRH Program
3. Regional Administration
4. Technical Support

The bulk of the work is on behalf of the Employer Support tasks which help VCTC and Ventura County comply with the Ventura County Air Pollution Control District's Rule 211. This includes conducting average vehicle ridership surveys, ridematching and survey analysis reports. Overall, the contractor works closely with Employer Transportation Coordinator's (ETCs) to complete their surveying and ensure they have the resources needed to help their employees reduce SOV usage.

Additional work as part of this contract include management of the Guaranteed Ride Home (GRH) program. This program provides a ride home for signed-up ridersharers by way of taxi or Transportation Network Company (TNC) in the case of emergencies. Tasks include administration, reimbursement and outreach of the program.

This contract also supports Regional Administration including on behalf of and in partnership with the County Transportation Commissions (CTCs), LA Metro and the Orange County Transportation

Commission. Lastly, the contract provides technical support to staff as needed in support of the RidePro software.



Item #8E

December 2, 2022

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION (VCTC)

FROM: CLAIRE GRASTY, PUBLIC TRANSIT DIRECTOR
DOLORES LOPEZ, TRANSIT PLANNER

SUBJECT: FISCAL YEAR 2023-24 TRANSPORTATION DEVELOPMENT ACT (TDA)
UNMET TRANSIT NEEDS (UTN) DEFINITIONS AND SCHEDULE

RECOMMENDATION:

- Review and approve the Fiscal Year 2023-2024 Unmet Transit Needs definitions and schedule

BACKGROUND:

The State Transportation Development Act (TDA) requires that a public hearing be held to discuss public transit, take testimony on local/regional transit needs, and develop findings that ensure that all reasonable transit needs are satisfied before TDA funds can be allocated for street and road purposes.

DISCUSSION:

December 2022 marks the launch of the Fiscal Year 2023-24 Unmet Transit Needs bi-lingual (English/Spanish) public outreach program including the online survey going live along with the posting of digital and print outreach. During the month of January 2022, community outreach events will be hosted by VCTC, and the required public hearing will be held during the February 2023 Regular Meeting of the Ventura County Transportation Commission.

By soliciting input through various formats, residents have several opportunities to be heard.

Public comments received throughout the year and testimony received at the public hearing is reviewed against adopted Unmet Transit Needs and Reasonable to Meet definitions adopted by the Commission in 2009. The public hearing is required by the State to approve the UTN process (Attachment B).

The findings will be brought back to CTAC/SSTAC for discussion and approval in April 2023 so appropriate action can be taken prior to staff's recommendation to the Commission in May 2023. In addition to the staff recommendation, CTAC/SSTAC also has the option of submitting a formal recommendation on or before the May 2023 Commission meeting.

Attachment A: Unmet Transit Needs Definition (Fiscal Year 2023-24)

Attachment B: Unmet Transit Needs Schedule (Fiscal Year 2023-24)

UNMET TRANSIT NEEDS PROCESS
Definitions

Fiscal Year 2023-24

Unmet Transit Need

Public transportation services identified by the public with sufficient broad-based community support that have not been funded or implemented. Unmet transit needs identified in a government-approved plan must meet the definition of an unmet transit need. Sufficient broad-based community support means that persons who will likely use the service on a routine basis demonstrate support: at least 15 requests for general public service and 10 requests for disabled service.

Includes:

- Public transit services not currently provided to reach employment, medical assistance, shop for food or clothing, to obtain social services such as health care, county welfare programs and education programs. Service must be needed by and benefit the general public.
- Service expansions including new routes, significant modifications to existing routes, and major increases in service hours and frequency

Excludes:

- Operational changes such as minor route changes, bus stop changes, or changes in schedule
- Requests for minor extended hours
- Service for groups or individuals that is not needed by or will not benefit the general public
- Comments about vehicles, facilities, driver performance and transit organizational structure
- Requests for better coordination
- Requests for reduced fares and changes to fare restrictions
- Improvements funded or scheduled for implementation in the following year
- Future transportation needs
- Duplication or replacement of existing service

“REASONABLE TO MEET”

Outcome	Definitions	Measures & Criteria
<i>Equity</i>	The proposed service will not cause reductions in existing transit services that have an equal or higher priority	Measures: Vehicle revenue service hours and revenue service miles. Criteria: Transit vehicle service hours and miles will not be reduced on existing routes to fund the proposed service
<i>Timing</i>	The proposed service is in response to an existing rather than future transit need	Criteria: Proposed service is in response to an existing rather than future transit need; based on public input
<i>Feasibility</i>	The proposed service can be provided with the existing fleet or under contract to a private provider	Measure: Vehicle spare ratio: Transit system must be able to maintain FTA's spare ratio requirement of 20% (buses in peak service divided by the total bus fleet cannot fall below 20%). If less than 20%, can additional buses be obtained (purchased or leased) or can service be provided under contract to a private provider?
<i>Feasibility</i>	There are adequate roadways to safely accommodate transit vehicles	Measure & Criteria: Route inspection to determine adequacy of infrastructure to accommodate transit vehicles and passengers.
<i>Cost Effectiveness</i>	The proposed service will not unduly affect the operator's ability to maintain the required passenger fare ratio for its system as a whole	Measure: Total estimate annual passenger fare revenue divided by total annual operating cost (the entire service including the proposed service) Criteria: Fare revenue/ operating cost cannot fall below the operator's required passenger fare ratio.
<i>Cost Effectiveness</i>	The proposed service will meet the scheduled passenger fare ratio standards described in Attachment A	Measures and criteria described below.
<i>Service Effectiveness</i>	Estimated passengers per hour for the proposed service will not be less than the system-wide average after three years.	Measure: Passengers per hour. Criteria: Projected passengers per hour for the proposed service is not less than 70% of the system-wide average (without the proposed service) at the end of 12 month of service, 85% at the end of 24 months of service, and 100% at the end of 36 months of service.

PASSENGER FARE RATIOS

It is desirable for all proposed transit services in urban areas to achieve a 20% passenger fare ratio by the end of the third year of operation. A passenger fare ratio of 10% is desired for special services (i.e., elderly and disabled) and rural area services*. More detailed passenger fare ratio standards, which will be used to evaluate services as they are proposed and implemented, are described below. Transit service both in urban and rural areas, per state law, may obtain an “intermediate” passenger fare ratio.

Urban Service	Rural Service	Recommended Action
New Service Performance Criteria: End of Twelve Months		
Less than 6%	Less than 3%	Provider may discontinue service
6% or more	3% or more	Provider will continue service, with modifications if needed
New Service Performance Criteria: End of Twenty-four Months		
Less than 10%	Less than 5%	Provider may discontinue service
10% or more	5% or more	Provider will continue service, with modifications if needed
New Service Performance Criteria: End of Thirty-Six Months **		
Less than 15%	Less than 7%	Provider may discontinue service
15% to 19%	7% to 9%	Provider may consider modifying and continue service
20% or more	10% or more	Provider will continue service, with modifications if needed

**Per statute the VCTC may establish a lower fare for community transit (dial-a-ride) services.*

***A review will take place after 30 months to develop a preliminary determination regarding the discontinuation of proposed services*

**Unmet Transit Needs
Public Hearing and Process Schedule
Fiscal Year 2023-24**

September 13, 2022	CTAC/SSTAC MEETING Review and approve Unmet Transit Needs definitions and schedule
December 2, 2022	VCTC MEETING Approve Unmet Transit Needs definitions and schedule
December 12, 2022	OUTREACH Unmet Transit Needs information and survey posted to digital and print channels
December 29, 2022	LEGAL NOTICES FOR PUBLIC HEARING PUBLISHED Local, Spanish-language newspaper of record (VIDA Newspaper)
January 3, 2023	Local, English-language Newspaper of record (Ventura County Star)
February 3, 2023	PUBLIC HEARING VCTC meeting at 9:00 a.m.
April 11, 2023	CITIZENS TAC / SOCIAL SERVICES TAC MEETING Approve Unmet Transit Needs findings and staff recommendation
April 12, 2023	TRANSIT OPERATORS ADVISORY COMMITTEE (TRANSCOM) MEETING Approve Unmet Transit Needs findings and staff recommendation
May 5, 2023	VCTC MEETING Staff presents Unmet Transit Needs findings Adopt Unmet Transit Needs Assessment
June 2, 2023	VCTC MEETING Adopt Fiscal Year 2023-24 Transportation Development Act apportionments
August 15, 2023	SUBMITTAL Deadline to submit findings to the State of California for review



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Item #8F

December 2, 2022

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: CLAIRE GRASTY, DIRECTOR OF PUBLIC TRANSIT

SUBJECT: METROLINK BUDGET AMENDMENT – STATE OF GOOD REPAIR FUNDS

RECOMMENDATION:

- Approve a budget amendment for the Metrolink Program Budget by increasing the State of Good Repair funds by \$11,164 for the Capital Rehabilitation Program.
- Approve a budget amendment for the Metrolink Program Budget to increase the expenditures and increasing the Capital Rehabilitation line item by \$11,164.
- Approve a budget amendment to the State of Good Repair budget to increase the transfer-out funds by the amount of \$11,164 into the General Fund.

BACKGROUND:

At the September 2, 2022 VCTC meeting, staff provided the Commission a list of eligible projects for the region proposed to be funded with FY 2022/23 State of Good Repair (SGR) funds. SGR funds are made available to local agencies for capital projects used to rehabilitate and modernize existing local transit systems using the same formula as State Transit Assistance (STA). The project list included projects for Gold Coast Transit District (GCTD), City of Simi Valley, City of Thousand Oaks, and the Southern California Regional Rail Authority (Metrolink). Due to the significant reporting requirements of the SGR program and relatively small funding amounts, the cities of Camarillo and Moorpark declined to submit a project to use their share of SGR funds.

DISCUSSION:

Local shares without an identified project are returned to the State unless the Regional Transportation Planning Authority (VCTC) identifies an alternate project for use of the funds. VCTC therefore recommends using FY 2022/23 SGR funds apportioned to the Cities of Camarillo and Moorpark in the amount of \$7,978 and \$3,186 respectively for a total of \$11,164 for Metrolink's Arroyo Simi Bridges Rehabilitation Project. The Arroyo Simi Bridges Rehabilitation project was included on the list of projects approved by the Commission in September. Additional funding would increase the total FY 2022/23 SGR funding for this project to \$1,433,260. The project provides design, environmental clearance, and construction for the rehabilitation of four bridges that cross the Arroyo Simi River. The bridges in their current condition would last approximately 20 years. After this project, they are estimated to last 70 years. Project completion is anticipated in June of 2023.



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Item #8G

December 2, 2022

TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: STEVE MATTAS, GENERAL COUNSEL

SUBJECT: MOTION TO RE-AUTHORIZE REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODIES OF THE VENTURA COUNTY TRANSPORTATION COMMISSION, INCLUDING ALL ASSOCIATED AGENCIES, AUTHORITIES, AND COMMITTEES, DUE TO THE IMMINENT RISKS TO THE HEALTH AND SAFETY OF ATTENDEES AND MAKING RELATED FINDINGS PURSUANT TO AB 361

RECOMMENDATION:

It is recommended that the Ventura County Transportation Commission ("Commission"), on behalf of itself and in the role as the Local Transportation Authority, ALUC, Service Authority for Freeway Emergencies, Consolidated Transportation Service Agency and CMA, make a motion, pursuant to the authority set forth in AB 361 (Government Code Section 54953[e][1]), to re-authorize remote teleconference meetings of all legislative bodies of the Commission, including all associated agencies, authorities, and committees, due to imminent risks to the health and safety of attendees if the meetings are held in person.

BACKGROUND:

On September 24, 2021 the Commission approved a motion to continue conducting Commission meetings, and all associated agency, authority, and committee meetings, remotely due to imminent risks to the health or safety of attendees if the meetings are held in person. The Commission made findings that the requisite conditions exist for the legislative bodies of the Commission to conduct remote teleconference meetings without compliance with paragraph (3) of subdivision (b) of section 54953.

Pursuant to Government Code Section 54953(e)(3), in order for all legislative bodies to continue meeting remotely, the Board must declare every 30 days that:

1. The legislative body has reconsidered the circumstances of the state of emergency; and
2. Either the state of emergency continues to directly impact the ability of the members to meet safely in person, or State or local officials continue to impose or recommend measures to promote social distancing.

Emergency conditions persist in Ventura County and throughout the state. The Governor's State of Emergency, declared on March 4, 2020, is ongoing. The local proclamation of emergency, made by the Ventura County Board of Supervisors on March 17, 2020, ratifying the Ventura County Health Officer's declaration of a local health emergency due to COVID-19, continues to exist until its termination is proclaimed by the Ventura County Board of Supervisors.

Due to the continued threat of COVID-19, the Commission continues to implement multiple layers of protection against COVID-19, including physical distancing, for the safety of employees and members of the public. The ongoing state of emergency related to COVID-19, as declared by the Governor and the Ventura County Board of Supervisors, continues to directly impact the ability of members of the legislative bodies of the Commission to meet safely in person, due to imminent risks to the health and safety of attendees if the meetings are held in person.

RECOMMENDATION

It is recommended that the Commission, on behalf of itself and in the role as the Local Transportation Authority, ALUC, Service Authority for Freeway Emergencies, Consolidated Transportation Service Agency and CMA, make a motion, pursuant to the authority set forth in AB 361 (Government Code Section 54953[e][1]), to re-authorize remote teleconference meetings of all legislative bodies of the Commission, including all associated agencies, authorities, and committees, due to imminent risks to the health and safety of attendees if the meetings are held in person.



Item #8H

December 2, 2022

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

**FROM: CLAIRE GRASTY, DIRECTOR OF TRANSIT
MATT MILLER, PROGRAM MANAGER**

SUBJECT: PUBLIC TRANSIT AGENCY SAFETY PLAN (PTASP) UPDATE

RECOMMENDATION:

- Approve the updated VCTC Public Transit Agency Safety Plan (PTASP). The updated PTASP is included under a separate cover as an attachment.

DISCUSSION:

The Federal Transit Administration (FTA) published a final rule effective July 19, 2019 for Public Transportation Agency Safety Plans as authorized by the Moving Ahead for Progress in the 21st Century Act (MAP-21). The new rule requires states and certain operators of public transportation systems that receive Federal financial assistance under 49 U.S.C. Chapter 53 to develop Public Transportation Agency Safety Plans (PTASP) based on the Safety Management System approach. The development and implementation of safety plans help ensure that public transportation systems are safe nationwide.

In July 2020, the Commission approved VCTC's PTASP which includes the processes and procedures necessary for implementing a Safety Management System. VCTC's Safety Management System (SMS) is a formal, top-down, organization-wide, data driven approach to managing safety risk and assuring the effectiveness of safety mitigation. It includes systematic policies, procedures, and practices for the management of safety risk. Every year, staff reviews the PTASP to confirm it is current and in compliance with applicable laws and regulations.

The Bipartisan Infrastructure Law that President Biden signed into law in November 2021 amended the FTA's safety program by adding new requirements that must be added to an agency's PTASP. The requirements include:

- Strategies to minimize exposure to infectious diseases, consistent with Centers for Disease Control and Prevention or State health authority guidelines
- Provide for frontline employee participation in the agency's PTASP
- Establish a risk reduction program and risk reduction performance targets (after FTA has updated the National Public Transportation Safety Plan)
- Update training program to include ALL employees responsible for safety and that will include continuing safety education and de-escalation training

After review of the VCTC PTASP, staff, in conjunction with its contractors RATP Dev and MV Transportation, have incorporated these new requirements and have updated the plan.

The updated VCTC Public Transit Agency Safety Plan (PTASP) is included as an attachment to the agenda.



Item #9

December 2, 2022

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: HEATHER MILLER, PROGRAM MANAGER

SUBJECT: APPROVE PRIORITY RANKING FOR COMBINED CALL-FOR-PROJECTS FOR CONGESTION MITIGATION AND AIR QUALITY (CMAQ), TRANSPORTATION DEVELOPMENT ACT (TDA) ARTICLE 3, SB 1 STATE OF GOOD REPAIR (SGR), AND CARBON REDUCTION PROGRAM (CRP) FUNDS – PUBLIC HEARING

RECOMMENDATION:

- Open public hearing and receive testimony.
- Program \$20,038,729 Congestion Mitigation and Air Quality (CMAQ) funds, \$2,627,950 State of Good Repair (SGR) funds, and \$694,150 Carbon Reduction Program (CRP) funds for a total of \$23,360,829 to the transit projects prioritized in Attachment A.
- Reprogram \$1,075,544 in Section 5339 funds from VCTC Intercity leases and technology equipment to VCTC's Valley Express Replacement Buses project included in the prioritized transit project list in Attachment A.
- Program \$18,649,638 Congestion Mitigation and Air Quality (CMAQ) funds, \$1,839,348 FY 22/23 TDA Article 3, \$500,000 FY 23/24 TDA Article 3 funds, and \$5,768,383 Carbon Reduction Program (CRP) funds for a total of \$26,757,369 to the non-transit projects as shown in Attachment B.
- Approve \$1,469,949 for "Shelf List" funding as specified in Attachment B.

BACKGROUND:

At its July 8 meeting, the Commission approved guidelines for the combined CMAQ/TDA Article 3/State of Good Repair Call-for-Projects with a subsequent Notification of Funding Availability announced on July 11. The guidelines outlined program eligibility, funding availability, and provided for separate scoring of transit and non-transit projects, with the Transit Operators Advisory Committee (TRANSCOM) to review transit projects and the Transportation Technical Advisory Committee (TTAC) to review non-transit projects and approve recommendations to the Commission in keeping with the policy that each of the two categories receive half of the CMAQ funds.

When the guidelines were adopted by the Commission, "off-the-top" funding for Regional Ridesharing and Transit Outreach was also approved resulting in an estimated of \$24.3 million in available CMAQ funds for non-transit projects and \$13.5 million in available CMAQ funds for transit projects. Additionally, non-transit projects (primarily bicycle and pedestrian) could receive available TDA Article 3 funds (deducting a 25% set aside for bike path maintenance) that include prior carryover funds and FY 22/23 and 23/24 fund estimates for a total of \$2.57 million. In addition, Transit projects could receive available State of Good Repair (SGR) funds. SGR funds for capital transit projects provide \$6 million through FY 2026/27.

Additionally, staff recommends augmenting this call-for-projects with Carbon Reduction Program (CRP) funds. The CRP is a new program introduced with the Infrastructure Investment and Jobs Act (IIJA) that provides funds for projects designed to reduce transportation emissions (CO2). CRP funding is apportioned to regions and local agencies based on population and would add approximately \$7.6 million in total funding over the five years of the IIJA from FY 21/22 through FY 25/26 for either transit or non-transit program eligible projects.

DISCUSSION:

Project Ranking

As specified in the guidelines, project applications were due to VCTC on September 23. VCTC received a total of eighteen (18) projects with a total project cost of \$64,254,289 and total funding request of \$57,321,483.

As provided in the approved guidelines, the first step in screening the applications was to review the eligibility of the projects based on requested program funding, financial feasibility, and planning consistency. All submitted projects met with the initial screening requirements. All applicants also provided an 11.47% funding match to be eligible for CMAQ funds. The subsequent scoring of projects was based on the approved criteria in the Guidelines and performed by VCTC staff, apart from the Air Quality criterion which was scored by Ventura County Air Pollution Control District (VCAPCD) staff. Additionally, staff from the Southern California Associations of Governments (SCAG) reviewed and approved the final recommended project list.

For transit projects, points were awarded in the categories of a project's potential to increase transit ridership, a project's necessity to the continued operation of the existing transit system, air quality benefits, safety & security, and the leveraging of funds for other grant opportunities. The strongest scores primarily reflect projects providing the most air quality improvement (up to 45 points of the 100 awarded) such as new transit service or alternative fuel vehicle purchases. The highest scoring project, GCTD's Booster Service project, demonstrated strong existing ridership demand due to the recent launch of the Youth Ride Free program, and highest potential for air quality improvement and lowering of vehicle miles traveled (VMTs) for every anticipated vehicle trip taken off the road.

For non-transit projects, points were awarded in the categories of safety improvement, project readiness, air quality benefits, project potential to attract active transportation users and reduce vehicle miles traveled (VMT), network connectivity, complete street design, and leveraged funds. The City of Oxnard's Accessible Pedestrian Enhancement Project ranked highest due to the safety improvement benefits of the project and the potential to encourage a high number of active transportation users in the identified project location.

Project Funding

Based on available funding, a prioritized list of transit and non-transit projects and recommended funding is provided in Attachment A (transit projects) and Attachment B (non-transit projects.)

Transit

Sufficient CMAQ funds allowed for a majority of the submitted transit projects to be funded primarily for local transit operator's bus purchases as shown in the project priority list. CMAQ funds are recommended for Gold Coast Transit District's (GCTD) purchase of twenty-one (21) replacement CNG buses, including a match for federal Low-No Program grant funds awarded to GCTD in order to upgrade six (6) of the 21 bus purchases to hydrogen. The purpose of the Low-No Program is to support the transition of transit fleets to the lowest polluting and most energy efficient transit vehicles and aligns with the goals of the CMAQ program.

Supplemental Carbon Reduction Program (CRP) funds are recommended for Thousand Oak's Microgrid (Battery Backup) for EV Bus Charging Infrastructure project. This project is suitable for CRP funds since they are required to be used within the urban area to which they are apportioned and for projects that demonstrate the potential to reduce carbon emissions.

State of Good Repair (SGR) funds are recommended for the City of Thousand Oak's Replacement of Dial-a-Ride Vans. VCTC's Valley Express Replacement Buses project is also recommended for SGR funding since the project is ineligible for CMAQ funds. VCTC's Valley Express Bus Replacement reflects a lower potential for air quality improvement since the replacement vehicles were not identified as alternative fuel vehicles pending the outcome of a Zero Emission Bus Rollout (ZEB) Plan. However, the entire VE fleet has exceeded their useful life (ULB) and require replacement to maintain the current level of service, therefore the project is recommended for SGR funding. Additionally, FTA Section 5339 funds that were previously programmed for VCTC Intercity leases and technology equipment, but are now not needed, are recommended to be reprogrammed to the Valley Express Replacement Buses project to fully fund this project.

TRANSCOM approved the list of transit projects recommended for funding on November 9.

Non-Transit

Recommended bicycle and pedestrian projects for funding is shown in Attachment B with CMAQ/CPR funds primarily supporting these projects. The City of Thousand Oaks submitted two CMAQ project applications that were also submitted to the Cycle 6 Active Transportation Program (ATP). Both project applications received strong CTC scores from the statewide ATP selection evaluation and are anticipated to receive regional MPO Component ATP funding. The CMAQ application included design phase funding requests and increased construction costs that the ATP did not include, therefore staff recommends funding the difference with available CMAQ funds.

In addition, State TDA Article 3 funds are recommended for the City of Ojai's Bike Rack project, the City of Santa Paula's Community Bike/Trail Connectivity project, and the County of Ventura's Camarillo to CSUCI Shared-Use Path Feasibility Study Project. The feasibility study is for a Class I shared-use path from the City of Camarillo to California State University, Channel Islands and as a planning project only eligible for Article 3 funds.

Staff recommends funding the Port of Hueneme's North Shore Power Terminal project with Oxnard/Ventura's allotment of CRP funds for FY 21/22-22/23 in combination with CMAQ funds for a total of \$10.4 million of the \$11.5 million requested by the Port. The North Shore Power Terminal project provides significant emission reduction benefits to "fence line" communities with the installation of an electrical-grid-base connection allowing vessels to shut down diesel emissions while at berth. The unfunded portion of the project will be placed on a Shelf List (included in Attachment B) in the event additional future funding becomes available, or it is necessary to quickly obligate funds to a ready-to-go project to avoid a possible loss of funds to the county. VCTC staff may reprogram funds between CMAQ and CRP to ensure the maximum availability of both types of funding.

TTAC approved the list of non-transit projects recommended for funding on November 16.



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Item #10

December 2, 2022

MEMO TO: VENTURA COUNTY AIRPORT LAND USE COMMISSION

FROM: AMANDA FAGAN, DIRECTOR OF PLANNING AND SUSTAINABILITY

SUBJECT: CITY OF CAMARILLO LIGHTING ORDINANCE CONSISTENCY REVIEW AND DETERMINATION

RECOMMENDATION:

- The Ventura County Airport Land Use Commission (ALUC) hold a public hearing regarding consistency of the proposed City of Camarillo Lighting Regulation Ordinance with the Ventura County Airport Comprehensive Land Use Plan (ACLUP).
- The Ventura County ALUC make a determination that the proposed City of Camarillo Lighting Regulation Ordinance is consistent with the Ventura County ACLUP.

BACKGROUND:

The Ventura County Transportation Commission (VCTC) serves as the ALUC for Ventura County. The Commission adopted the Ventura County ACLUP on July 7, 2000, which serves as the airport land use compatibility plan (ALUCP) as required by state law for the Ventura region. The ACLUP covers the Camarillo, Santa Paula and Oxnard Airports, Naval Air Station Point Mugu, and the surrounding areas.

The State Aeronautics Act (SAA) requires that a general plan amendment or adoption of a zoning ordinance within the airport influence area must first be referred to the ALUC for a determination as to whether the proposed action is consistent with the airport land use compatibility plan. The *California Airport Land Use Planning Handbook (Handbook)* notes that, in accordance with the SAA, County and City General Plans and applicable specific plans “shall be consistent” with an adopted ALUCP, and:

“any local agency seeking to amend its general plan, a specific plan, or adopt zoning ordinance or building regulation within the airport influence area must first refer its proposed amendments to the ALUC for a determination if the proposed action is consistent with the airport land use compatibility plan. If the ALUC determines that the amendment is not consistent, the local agency may not enact the plan or regulation unless a two-thirds of the local agency’s governing body votes to overrule the ALUC’s inconsistency determination and the local government makes specific findings [that its action is consistent with the SAA].”

Airports in the United States are part of a national system regulated and supported by the Federal Aviation Administration (FAA) known as the National Plan of Integrated Airport Systems (NPIAS). Airports within the NPIAS receive financial support from the FAA to operate and must meet grant assurances that include maintaining free and fair public access and taking reasonable action to prevent incompatible land uses surrounding the airport. Airport Land Use Commission review of proposed General Plan and zoning amendments and development is part of the process to prevent incompatible land uses. Camarillo Airport is located within the City of Camarillo and has approximately 140,000 annual operations. The City of Camarillo is also located within the Military Compatibility Area for Naval Base Ventura County – Point Mugu.

DISCUSSION:

The *California Airport Land Use Planning Handbook* continues, “ALUC review of county or city proposals to adopt or amend zoning, building, and other land use ordinances and regulations is required in instances where those ordinances and regulations implicate compatibility criteria and policies. ... This review requirement especially applies when a proposed new or revised zoning ordinance or building regulation would have general applicability throughout the community or at least to lands within the airport influence area” (*Handbook*, Page 6-3). The proposed ordinance triggers ALUC review given its general applicability throughout the community and its implication of compatibility criteria, namely lighting and glare.

In a letter dated November 17, 2022, the City of Camarillo referred the proposed Lighting Regulation Ordinance to the ALUC for a consistency review. The proposed action includes a Zoning Ordinance Amendment (ZOA) that would update the City’s Municipal Code to establish a Lighting Regulations Ordinance to regulate lighting systems citywide. Proposed amendments to the Zoning Ordinance would amend specified chapters of the Municipal Code to indicate that exterior lighting is permitted subject to the procedures and regulations in accordance with a proposed new Lighting Regulations ordinance. The Lighting Regulations Ordinance is applicable in all zones and would allow the Director of Community Development to review and approve lighting plans for new lighting, subject to requirements of the proposed ordinance to ensure safety, meet current practices for modern development projects and reduce glare and light spillover. If endorsed by the Planning Commission and subsequently approved by the City Council, the action would also include a Lighting Fixture Guide.

Adopted in 2000, the Ventura County Airport Comprehensive Land Use Plan does not expressly address or include criteria related to lighting and glare. However, these factors are commonly recognized as compatibility factors for airport land use planning and are addressed by Federal regulation (such as Federal Aviation Regulation Part 77) and State guidance. The proposed ordinance expressly limits glare and spillover lighting through lighting design and application, and as such is expected to have a net positive impact to airport land use compatibility by reducing the potential for lighting or glare that would potentially “endanger or interfere with the landing, take off, or maneuvering of an aircraft at an airport” (*Handbook*, Page 3-35). The proposed ordinance also includes appropriate exemptions for the following types of lighting relevant to airport operations and transportation:

- Navigation beacons, obstruction marking and lighting as needed for aviation safety, including aircraft warning lighting upon towers or similar structures, hazard markers, railroad signals and crossing warning devices; and
- Traffic control devices and light fixtures within the public right of way.

In addition, the Naval Base Ventura County Joint Land Use Study (NBVC JLUS), completed in 2015 and sponsored by VCTC, notes that excess ambient light may impact night training operations and impair night vision devices thus blinding the pilot, and recommends a strategy to develop lighting controls to prevent significant increases in ambient light and glare. The JLUS recommends designs that ensure lighting is limited to the site (no spillover lighting) and directs light downward. The proposed Lighting Regulation Ordinance meets these recommended standards.

Per the City referral letter, the proposed ordinance is exempt from the California Environmental Quality Act (“CEQA”) under the State CEQA Guidelines (Chapter 3 of Title 14 of the California Code of Regulations beginning at Section 15000), specifically: Section 15061(b)(3), which exempts the ordinance because the item is covered by the common sense exemption that CEQA applies only to projects which have the potential for causing a significant effect on the environment.

Agency Reviews. In addition to this review by the ALUC, the proposed Lighting Regulation Ordinance is scheduled for review by the Camarillo Planning Commission on December 6, 2022, and by the City Council in January 2023.

RECOMMENDATION:

Given that the proposed Lighting Regulation Ordinance permits lighting consistent with established regulations that prohibit glare and spillover, and includes an exemption for navigation beacons, obstruction marking, and lighting as needed for aviation safety, staff recommends that the ALUC determine that the proposed action is consistent with the ACLUP.



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Item # 11

December 2, 2022

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

**FROM: CAITLIN BROOKS, PROGRAM MANAGER-TRANSPORTATION PLANNING &
AMANDA FAGAN, DIRECTOR OF PLANNING & SUSTAINABILITY**

**SUBJECT: VENTURA COUNTY COMPREHENSIVE TRANSPORTATION PLAN-
DRAFT PLAN**

RECOMMENDATION:

- Receive and file a presentation and update on the Draft Ventura County Comprehensive Transportation Plan (CTP).

BACKGROUND:

The Ventura County Comprehensive Transportation Plan (CTP) is a long-range planning document originally adopted by VCTC in 2013 to plan for the future of transportation in the County over the next 30 years. The 2023 CTP Update incorporates socioeconomic data, community priorities, and local transportation solutions, placing a special emphasis on inclusion of disadvantaged and underserved communities to create a more equitable transportation future for all.

In October 2019, the Commission approved submittal of a Grant application to the Caltrans Sustainable Transportation Planning Grant Program and authorized the use of up to \$51,615 in Local Transportation Funds (LTF) for local match should a grant be awarded to VCTC. Caltrans announced a grant award to VCTC on June 18, 2020. In September 2020, VCTC authorized the Executive Director to execute a contract with Caltrans to accept the grant award to update the CTP. The Sustainable Transportation Planning Grant of \$398,385, combined with the local cash match of \$51,615, provides \$450,000 for VCTC to update the CTP. On March 1, 2021, the Commission approved a contract with IBI Group to update the CTP in an amount not to exceed \$449,980. The comprehensive draft will be posted on the VCTC website goventura.org/ctp for public and agency review by December 2, 2022.

The CTP Update is built from community-based, local priorities and community-expressed need to enhance regional connections, mobility, and quality of life for all Ventura County residents. The CTP examines key regional issues, such as greenhouse gas emissions, improving mobility across all modes of transportation, and exploring various funding strategies and options from the federal, state, regional, and local levels. The Plan provides a framework for future community-based planning and collaboration and inform Ventura County's long-range transportation decisions. A brief overview of the CTP goals, solution-based scenarios, and next steps is included below.

A robust community engagement effort led to the identification of five goals, along with supporting objectives, for inclusion in the CTP. The CTP goals and objectives include:

- **Goal: Balance Transportation and Land Use**
 - Foster a diversity of land uses that improve ease of access to housing, employment, recreation, and other needs
 - Integrate transportation and land use planning to encourage walking, cycling and transit
 - Enhance transit services to encourage growth to locate within HQTAs
 - Improve active transportation facilities and infrastructure between residential and commercial zones
- **Goal: Reduce Emissions and Improve Sustainability**
 - Ensure availability of EV supportive infrastructure
 - Reduce per capita VMT
 - Encourage travel using low or zero emissions modes for more trips
- **Goal: Foster Economic Prosperity**
 - Provide residents with affordable access to opportunities for employment, education, and social services
 - Improve the efficiency of freight movements while mitigating potential adverse impacts on local communities
- **Goal: Improve Multimodal Mobility Choices and Access to Destinations**
 - Provide integrated and seamless travel connections between modes
 - Reduce transit travel times, making them more competitive with private auto travel
 - Supports a range of multimodal trip options to access key destinations
- **Goal: Enhance Transportation Safety to Eliminate Deaths and Serious Injuries**
 - Reduce the number of serious injury collisions year on year
 - Improve design and operations to ensure people feel safe using the transportation system
 - Improve safety outcomes for vulnerable users of the transportation system

To prepare the CTP, the Project Team conducted an analysis of existing conditions for transportation and mobility in Ventura County. To address Ventura County's transportation needs over the next 30 years, the CTP outlines three packages of transportation improvements, each containing a diverse range of multimodal projects, programs, and strategies designed to provide Ventura County residents with more mobility choices, improved transportation infrastructure, and a transportation network that enhances access, equity, and safety.

The three packages of improvements are grouped into scenarios and identified as Scenarios A, B, and C. A brief overview of each scenario is provided below.

- Scenario A: The Baseline future condition for the transportation network in Ventura County. Scenario A includes projects that currently have an identified source of funding and are reasonably anticipated to be completed within the time horizon of the CTP. This includes all projects contained in the adopted Federal Transportation Improvement Program (FTIP).

- Scenario B: A multimodal package of projects that builds on the baseline condition presented in Scenario A and seeks to advance the goals and objectives, as presented in Chapter 1 of the CTP. Projects in Scenario B include projects previously contained in the 2020 SCAG RTP that are not yet fully funded, as well as new projects identified through recent planning efforts (101 Communities Connected, Ventura County Freight Corridors Study, etc.), the CTP development process, and those identified or proposed by local agencies in their local planning efforts.

- Scenario C: A set of transportation projects that would enhance the Ventura County transportation network beyond the package of projects, programs, and strategies contained in Scenario B. This scenario builds on the Scenario B package of projects, identifying projects and improvements that either do not currently have a defined pathway to funding, the project specifics are not yet well-defined due to a need for additional study, or project costs and timelines are likely beyond the Year 2040 horizon for this CTP.

The multimodal transportation improvements proposed through the CTP aim to address the current and future needs of residents in Ventura County. These improvements were developed after a thorough review of existing conditions and demographic forecasts, extensive community engagement, and analysis using VCTC's regional transportation demand model. Improvements identified in Scenario B are intended to respond to existing and future mobility needs of residents of Ventura County, and to place the county on a pathway towards creating a more resilient and equitable transportation network that provides the community with access to a range of mobility choices and opportunities.

Moving forward, VCTC will continue to collaborate with local agencies to complete the initial planning and pursuit of additional funding necessary to implement the projects and strategies identified in this plan. The CTP is also intended to be a living document that will be updated and amended as needed to incorporate future planning efforts and projects identified for Ventura County.

VCTC staff appreciates review and feedback from the Ventura County community. The draft will be available for agency and public review and comment through January 10, 2023. VCTC will also host a Virtual Community Workshop on December 6, 2022, from 6:00 – 7:00 p.m. For those unable to participate virtually on December 6th, the workshop will be recorded and posted to the VCTC website. Questions or comments can be directed to Amanda Fagan, Director of Planning and Sustainability at afagan@goventura.org or Caitlin Brooks, Program Manager at cbrooks@goventura.org.